



AWARD SHEET SUPPLEMENT FOR BID NO. 9711-0/23
PREQUALIFICATION OF PRODUCTS AND BIDDERS FOR THE PURCHASE OF PIPE & FITTINGS FOR
WATER & WASTEWATER SERVICES

I. Purchasing Instructions

A. Award Description

Bidders have been pre-qualified to participate in spot market purchases for the purchase of the products that have been prequalified by WASD engineers.

B. Quotation Directives

1) Guidelines

When a spot market purchase is initiated, prequalified bidders will be invited to offer pricing for their prequalified products through an Invitation to Quote (ITQ). ITQs will include the requirements (i.e. delivery) specific to the spot-market purchase. ITQs may be issued for immediate deliveries, or to establish pricing for items that may be ordered within a specified time period.

2) Terms and Conditions

The following terms / conditions are applicable to all Invitations to Quote (ITQs) issued under the contract. Applicable language (complete legislation or accurate reference to the solicitation and or legislation) should be included in each ITQ:

- a. Cone of Silence - Re: Section 2-11.1(t) of the County Code
- b. Local Preference - Re: ITB Paragraph 1.10
- c. SBE Bid Preference - Re: ITB Paragraph 2.2.1
- d. Office of the Inspector General - Re: ITB Paragraph 1.27
- e. User Access Program – Re: ITB Paragraph 2.21

3) Application of Preferences

Bid Preferences and Local Preference will be considered when evaluating the offered prices.

For ITQ awards valued up to and including \$100,000, a 10% (ten percent) bid preference shall apply for certified Micro Business Enterprise (Micro) bidders. For awards valued over \$100,000 and up to \$1,000,000, a 10% (ten percent) bid preference shall apply for certified Micro and SBE bidders. For awards valued over \$1,000,000, a 5% (five percent) bid preference shall apply for certified Micro and SBE bidders. Micro Business Enterprises and Small Business Enterprises must be certified, at the time of quote, by Small Business Development under Business Affairs, a division of the Department of Regulatory and Economic Resources (RER) for the type of goods and/or services the enterprise provides in accordance with the applicable commodity code(s) for this solicitation.

The resulting Micro/SBE bidders' evaluation prices shall then be compared to the other offers to determine if Best and Final Offers (BAFO's) need be requested in accordance with the Local Preference legislation.



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C. Emergency Situations

In the best interest of the County, a prequalified bidder's willingness and ability to expedite a purchase may be used as a deciding factor for the basis of an award when a project is time sensitive, or it is an emergency situation. This provision is not intended to preclude competition within the prequalified bidders. Whenever possible, WASD will obtain guidance from the Department of Internal Services Procurement Management Division prior to placing an order under this provision.

D. Additional Items (Re: ITB Paragraph 2.31)

Ancillary items may be purchased from the prequalified bidders. Ancillary items include: gaskets, ties, connectors, bands, actuators, adapters, bearings, bolts, nuts, brackets, discs, valve fittings, hinges, keys, levers, rebuild/repair kits, and stuffing boxes. These ancillary items may be subject to technical evaluation but do not have to be listed as prequalified products to be quoted under the contract. The County may award the ancillary items to a prequalified bidder or acquire the items through a separate solicitation.

II. Items Awarded

See the Excel file:..[9711-0-23 APPROVED PRODUCTS.xlsx](#)

III. Award History

<u>Event No.</u> ↓	<u>Date</u> ↓	<u>Event</u> ↓
1	9/17/13	Award of prequalification pool approved by BCC.
2	11/14/13	Published Blanket Purchase Order No. ABCW1400110.
3	12/16/13	Published Contract Award Sheet, Award Sheet Supplement, and 9711-0-23 Approved Products.xlsx.
4	4/8/14	Published ITB Addendum No. 3 (Specifications for Concrete Pipe).